

**MINUTES**  
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**BOARD OF SELECTMEN**  
**MAY 2, 2005**  
**REGULAR SESSION**

**Call to Order**

The Board convened in open session at 7:30 p.m. in the Selectmen's Meeting Room of Belmont Town Hall. All members were present.

**Questions from Town Residents**

There were none.

**Action by Appointment**

*Veterans of Foreign Wars re: Annual Poppy Sale*

The Board of Selectmen met with representatives of the VFW, Waverley Post 72, to request the Board's authorization to sell poppies during the month of May. They also requested that May be designated Veterans' month for the Town of Belmont.

The Board moved: to approve the VFW's annual poppy fund drive and to declare the month of May as Veterans' month for the Town of Belmont.

The motion passed unanimously (3-0).

*Discussion of Chapter 90 Funding Contract Authorization*

The Town Administrator requested the Board of Selectmen's authorization to execute all future Chapter 90 funding contracts from the State Highway Department.

The Board moved: to authorize Town Administrator Tom Younger to execute all Chapter 90 procedures with the State.

The motion passed unanimously (3-0).

*Public Hearing on Utility Petition*

- *Keyspan Petition for Mill Street*

The Board of Selectmen convened a hearing on the petition of Keyspan to place gas mains in Mill Street. Keyspan representative Francis X. O'Leary appeared in support of his petition.

Resident Bill Durette inquired about the impact of such work on the roadway's catch basin and he requested that Keyspan provide a siltation fabric to be placed in the catch basin along Mill Street. Community Development Director Glenn Clancy approved this request.

The Board moved: to approve the Keyspan petition at Mill Street, conditional upon Keyspan providing a siltation fabric for the Mill Street catch basin.

The motion passed unanimously (3-0).

*Correspondence from Business Owner re: Parking Restrictions*

Belmont Street Laundromat owner Adam Tocci appeared before the Selectmen to seek the Board's input on an ongoing parking problem caused by local business employees who routinely occupy the one-hour parking spaces in front of his business for all day parking purposes. Mr. Tocci informed the Board that the cooperation of the Police department has helped alleviate the problem somewhat but that more needs to be done.

The Board of Selectmen recommended that the Town Administrator consult with the Police Chief to remedy this situation.

*Discussion of New Roadway Proposal – 9 Park Avenue*

The Board of Selectmen reconvened as Board of Survey.

Town Resident Dane Baird and Community Development Director Glenn Clancy appeared before the Board of Survey to informally discuss a conceptual plan for a new roadway at 9 Park Avenue which will be formally presented before the Board of Survey on May 16. This proposal will include several requests for waivers from the Board of Survey Rules and Regulations.

*Discussion of Trapelo Road / Belmont Street Corridor*

The Board reconvened as Board of Selectmen.

Community Development Glenn Clancy briefly updated the Board of Selectmen on the progress made in the selection process of a consulting engineer for the corridor reconstruction project. Out of the seven initial bidders, three were selected and a final selection will be made in the next week or two.

Belmont Vision 21 Implementation Committee Chair Jennifer Page questioned whether the Town would be eligible for state TIP funds for this project if the Town has not yet met its affordable housing requirements.

Mr. Clancy also provided a quick update on the Pleasant Street reconstruction project underway. At this stage, this project is essentially a utility project.

The Board also engaged in a discussion of what recourse is available to the Town in order to maintain the quality of roadways after they get dug up by utility companies.

#### *Discussion of Belmont Center Planning*

The Board of Selectmen discussed a planning process proposal drafted by Dr. Solomon which outlines the appointment process and a draft charge for the newly created Belmont Center Planning group.

The Board discussed the need for this planning group to present the Board of Selectmen with a list of short term action steps in the next few months.

The Town Administrator suggested that he be appointed as an ex-officio member of this group.

Dr. Solomon will provide a revised proposal draft before the Board of Selectmen on May 9.

Resident Sue Bass suggested that the draft proposal be added on the Town's web site prior to the meeting and the Board of Selectmen agreed to this request.

#### *Discussion of Commissions and Committees Appointment Process*

The Board of Selectmen reviewed and discussed the Town Administrator's draft committee appointment process guideline. The Board also discussed a process which would limit the number of successive terms for committee members.

The Board of Selectmen stressed that it would like to see this year's appointment process completed by the end of June.

The Board of Selectmen requested that the Town Administrator look into ways to create an electronic version of the Committee Volunteer folder.

#### *Discussion of June 13 Special Town Meeting Warrant Opening*

The Board moved: to open the June 13 Special Town Meeting warrant effective immediately and to close it on May 13.

The motion passed unanimously (3-0).

#### **Action by Consent**

*Approval of Minutes (03/18/05 and 03/21/05)*

The Board moved: to approve all the minutes for the March 18 and the March 21, 2005 meetings.

The motion passed unanimously (3-0).

*Application for Licenses and Permits – Renewal*

*Used Car Dealer II License*

*Grigorian Brothers Corporation, 500 Common Street*

*LVF Corp. d/b/a Lenny's Service Center, 768 Pleasant Street*

The Board moved: to approve the license renewal applications for the following businesses:

*Used Car Dealer II License*

*Grigorian Brothers Corporation, 500 Common Street*

*LVF Corp. d/b/a Lenny's Service Center, 768 Pleasant Street*

The motion was approved unanimously (3-0).

**Action by Writing**

*Memorandum from Public Works Director re: Sewer Back Up Claim at 51 Oxford Avenue*

The Board of Selectmen reviewed a recommendation from Public Works Director Peter Castanino to not respond to a resident's sewer claim at 51 Oxford Avenue.

The Board moved: to accept the Public Works Director's recommendation to not respond to this claim.

The motion passed unanimously (3-0).

*Memorandum from Building Services Director re: Reserve Fund Transfer Request*

The Board of Selectmen discussed a request for a Reserve Fund Transfer from Building Services Manager Kevin Looney.

The Board moved: to approve the Building Services Manager's Reserve Fund Transfer request of \$47,500 for unexpected expenses for the opening of the newly renovated Homer Municipal Building, as documented in Mr. Looney's memorandum dated March 23, 2005.

The motion passed unanimously (3-0).

The Board of Selectmen requested that the Town Administrator provide the Board with further recommendations on the second transfer request from Mr. Looney relative to the shortfall in operating funds.

**Other**

The Board moved: to authorize Chairman Solomon to sign a letter from the Senior Planner addressed to the Executive Office of Environmental Affairs relative to McLean Conservation restrictions.

The motion passed unanimously (3-0).

The Board moved: to enter an executive session for the purpose of discussing litigation; and further that the Board will not return into open session.

The motion passed unanimously (3-0).

The Board of Selectmen adjourned its open session at 10:30pm.

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Thomas G. Younger  
Town Administrator